



Second Program Year Action Plan

The CPMP Second Annual Action Plan includes the SF 424 and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

August 12, 2005	Applicant Identifier	Type of Submission	
Date Received by state	State Identifier	Application	Pre-application
Date Received by HUD	Federal Identifier	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
Round Rock		TX484674 ROUND ROCK	
221 East Main Street		10-274-0792	
0		City of Round Rock	
Round Rock	Texas	Planning Dept	
78664	Country U.S.A.	Office of Community Development	
Employer Identification Number (EIN):		Williamson	
74-6017485		10/1	
Applicant Type:		Specify Other Type if necessary:	
Local Government: City		Specify Other Type	
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant	
1. Public Services		1. General; Elderly; Youth; Health	
2. Public Facilities and Improvements		2. Expansion of existing facility(Agape PRC); playground improvements (Williamson County Crisis Center)(Round Rock Housing Authority)	
3. Housing		3. Down Payment & Closing Costs Assistance	
4. Economic Development		4. Facade Improvements for small businesses	
5. Program Administration		5. Salaries and overhead costs for program administration.	
\$432,402 CDBG Grant Amount	\$0 Additional HUD Funds Leveraged	Describe: N/A	

Additional Federal Funds Leveraged: \$0		\$0 Additional State Funds Leveraged	
\$2,316,537.00 Locally leveraged funds		\$200,000 Grantee funds leveraged	
\$Anticipated Program Income: -0-		Other (Describe): N/A	
Total Funds Leveraged for CDBG-based Project(s): \$2,516,537.00			
Home Investment Partnerships Program		14.239 HOME	
HOME Project Titles: Not Applicable (N/A)		(Description of Areas Affected by HOME Project(s): N/A	
\$HOME Grant Amount: N/A	\$Additional HUD Grant(s) Leveraged: N/A	Describe: N/A	
\$Additional Federal Funds Leveraged: N/A		\$Additional State Funds Leveraged: N/A	
\$Locally Leveraged Funds: N/A		\$Grantee Funds Leveraged: N/A	
\$Anticipated Program Income: N/A		Other (Describe): N/A	
Total Funds Leveraged for HOME-based Project(s): N/A			
Housing Opportunities for People with AIDS		14.241 HOPWA	
HOPWA Project Titles: N/A		Description of Areas Affected by HOPWA Project(s): N/A	
\$HOPWA Grant Amount: N/A	\$Additional HUD Grant(s) Leveraged: N/A	Describe: N/A	
\$Additional Federal Funds Leveraged: N/A		\$Additional State Funds Leveraged: N/A	
\$Locally Leveraged Funds: N/A		\$Grantee Funds Leveraged: N/A	
\$Anticipated Program Income: N/A		Other (Describe): N/A	
Total Funds Leveraged for HOPWA-based Project(s): N/A			
Emergency Shelter Grants Program		14.231 ESG	
ESG Project Titles: N/A		Description of Areas Affected by ESG Project(s): N/A	
\$ESG Grant Amount: N/A	\$Additional HUD Grant(s) Leveraged: N/A	Describe: N/A	
\$Additional Federal Funds Leveraged: N/A		\$Additional State Funds Leveraged: N/A	
\$Locally Leveraged Funds: N/A		\$Grantee Funds Leveraged: N/A	
\$Anticipated Program Income: N/A		Other (Describe): N/A	

Total Funds Leveraged for ESG-based Project(s): N/A			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts: 31st	Project Districts: 31st		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review
Person to be contacted regarding this application			
Mona	0	Ryan	
Community Development Coordinator	512-218-5416	512-341-3152	
mona@round-rock.tx.us	www.ci.round-rock.tx.us	Other Contact	
Signature of Authorized Representative			Date Signed

Narrative Responses

GENERAL

Executive Summary

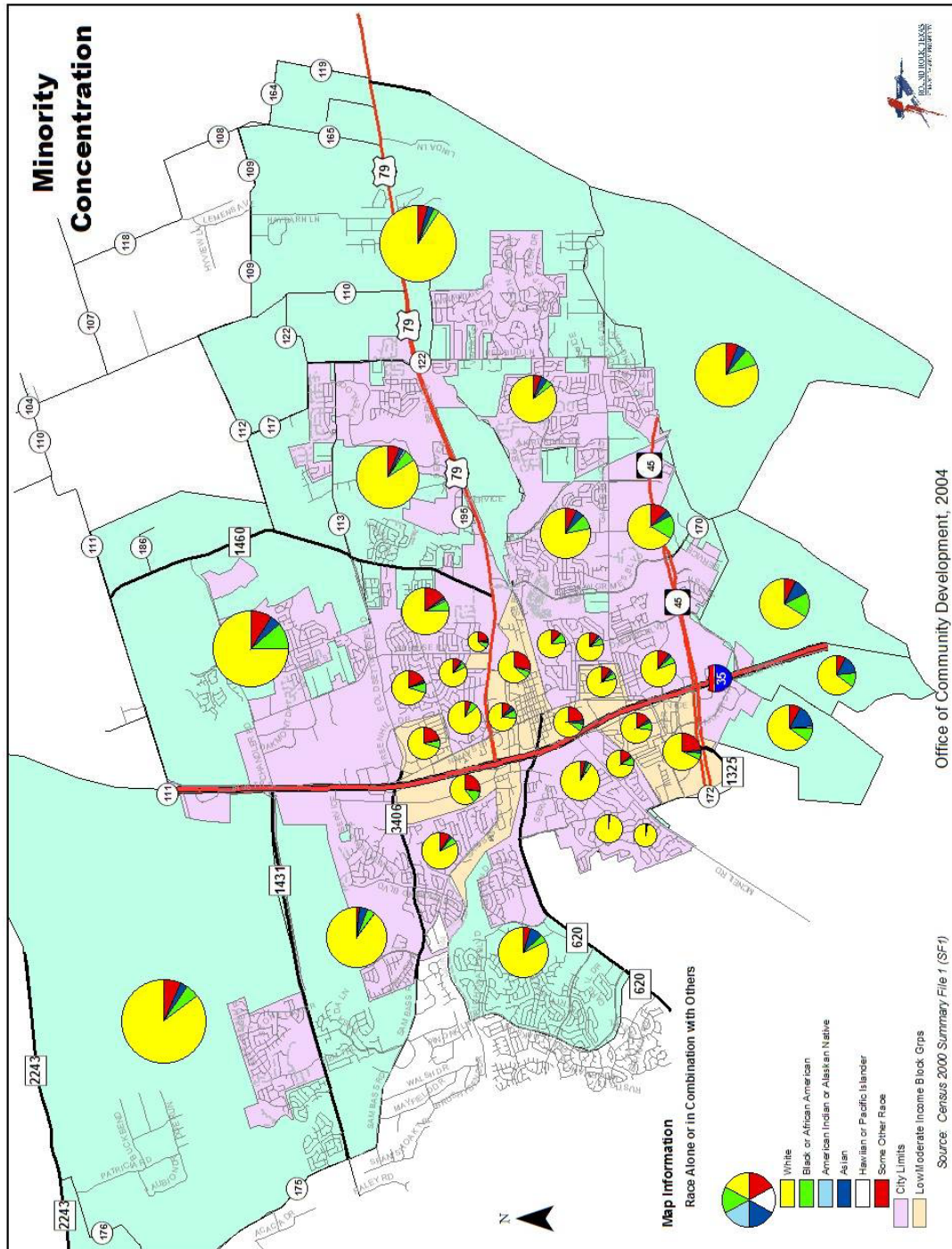
Beginning in the second year of the city's 2004-2009 strategic plan, two major programs will be undertaken: economic development and public facility improvements.

The economic development program is a pilot program that will tie job creation or retention to small business growth. Seed money will be provided to small businesses for store front improvements that will stimulate growth, which will in turn, either create new jobs or retain current jobs. This is the first economic development program funded with CDBG money since the microenterprise assistance program that ended in 2003.

CDBG funding will be used to expand a public facility that assists pregnant women. AGAPE Pregnancy Resource Center, a non profit organization, has operated in Round Rock for two years and has grown tremendously. The new 2,000 square foot addition will house areas for intake, counseling, class rooms, and storage.

General Questions

The areas of low income families and/or racial/minority concentration in Round Rock are shown on the following maps: Minority Concentration map and the Target Income Area map. These are the target areas for the economic development and public facilities improvements.





Priority Needs Determination

The priority needs were determined primarily from consultation with City staff, public hearings, surveys, and local service providers. Key factors affecting the determination of the five-year priorities included: 1) the types of target income households with greatest need for assistance; 2) those activities that will best address their needs; and 3) the limited amount of funding available to meet those needs.

The priority ranking system for housing and community development needs is as follows:

- **High Priority:** Activities assigned high priorities are expected to be funded during the five-year period.
- **Medium Priority:** As funds are available, activities that are medium priority are expected to be funded.
- **Low Priority:** Activities assigned low priorities are not expected to be funded during the five-year period. The City may support application for public assistance by other agencies if those activities conform to the Consolidated Plan.
- **No Such Need:** The City has determined that there is no need for these activities in the community. Funding will not be provided and applications by other agencies will not be supported.

In the 2004-2009 Consolidated Plan, Tables 3-1 and 3-2 identify the priorities assigned to the housing and community development activities anticipated to occur during the five year period.

Underserved Needs

Despite efforts, there remain a number of significant obstacles to meeting underserved needs. The following obstacles to meeting these needs in Round Rock are:

- Rapid population growth
- Cut backs in state and federal funding for basic needs services
- High cost of housing
- Need for transportation to existing services and childcare exceed available services

One of the Transportation Division goals is to enhance alternate transportation choices available to Round Rock citizens. The city has undergone a study for mass transit and has established scenarios for bus routes that would access the major retail centers, hospitals, and college campus in Round Rock.

High cost of housing continues to be an obstacle for new homeowners and renters. Round Rock will become the lead entity in a proposed HOME consortium and make application to the Department of Housing and Urban Development for HOME dollars in March 2006. This money will be used as gap financing for the development of affordable housing.

Managing the Process

The City of Round Rock Office of Community Development within the Planning Department serves as the lead agency for the Consolidated Plan and administration of CDBG funds. The following agencies were consulted in the development of this annual action plan: Interfaith Care Alliance, Life Steps, Williamson County and Cities Health District, Bluebonnet Trails MHMR, The Round Rock Volunteer Center, Williamson-Burnet Counties Opportunities, Round Rock Independent School District, United Way of Greater Williamson County, Agape Pregnancy Resource Center, Round Rock Housing Authority, the Round Rock Area Serving Center, and the Williamson County Crisis Center.

Round Rock will continue to host interagency meetings on a monthly basis to enhance coordination between public and private housing, health, and social service agencies.

Citizen Participation

Citizen participation, an integral part of developing Round Rock's 2005-2006 Second Program Year Action Plan, was obtained through public hearings, public meetings, and a community needs assessment survey. The City's Citizen Participation Plan that was adopted with the first five year Consolidated Plan, details procedures to follow for public hearings, plan amendments, reporting information, and public accountability.

The City held eight public hearings to solicit input from residents and social services providers on the needs in Round Rock. Those meetings were held at the following locations:

- 2/23/05: United Way, 101 E. Old Settlers Blvd., Round Rock
- 3/03/05: Community Development Advisory Commission, City Hall
- 3/08/05: Round Rock Housing Authority, 1007 Cushing Dr.
- 3/08/05: CD Fulkes Middle School, 300 West Anderson, Round Rock
- 3/10/05: Round Rock Senior Center, 205 E Main St., Round Rock
- 3/10/05: City Council, City Hall
- 3/14/05: Round Rock Public Library, 216 E. Main St., Round Rock
- 3/31/05: Berkman Elementary School, 400 W. Anderson, Round Rock

In addition to the public hearings, an online survey concerning community needs was available to the public for 60 days. Notices were posted throughout the community and published in the local newspaper.

Fifteen service provider organizations and 23 senior residents attended the meetings. In addition, 230 on-line survey responses were received. Comments from the meetings and survey are included in Appendix A.

According to responses received, the key needs of low and moderate income persons in Round Rock are:

- Child care
- Transportation (buses)
- Affordable single family homes
- Job Training
- Battered and abused spouse services
- Youth programs
- Temporary/emergency housing
- Down payment assistance for homebuyers
- Affordable housing for senior citizens
- Home repair loans
- Neighborhood parks
- Community centers
- Job creation/retention

The Second Program Year Action Plan was available for public review and comments for 30 days beginning June 1, 2005. Public hearings were held by the Community Development Advisory Commission on June 2 and by the City Council on June 23. No comments were received at either meeting.

Institutional Structure

Effective implementation of the Consolidated Plan involves a variety of agencies. Coordination and collaboration between agencies is important to ensuring that the needs in the community are addressed. The key agencies that are involved in the implementation of the Plan as well as additional resources that may be available are described below.

Public Sector

City of Round Rock, Office of Community Development

The Office of Community Development is responsible for the administration of the City's programs funded by CDBG money. This office has primary responsibility for managing and implementing the City's affordable housing programs, the Consolidated Plan programs, and related documents.

Other city departments also involved in providing services include Code Enforcement, Parks and Recreation Department, and the Public Works Department.

Williamson County and Cities Health District (WCCHD)

WCCHD offers a variety of services to Round Rock and Williamson County residents, including:

- Alcohol and Drug Services
- Children's Services
- Family Assistance
- Public Health Services
- Senior Services
- Emergency Services

Round Rock Housing Authority

The Round Rock Housing Authority administers the Housing Choice (Section 8) Voucher Program. The City works in close consultation with the Housing Authority regarding public housing issues in Round Rock.

The Round Rock Development Cooperation is a 501(c)(3) non-profit organization established by the Housing Authority for the purpose of purchasing and developing affordable housing.

Non-Profit Agencies

No community development organizations that construct housing for target income households or provide rehabilitations services are located in the City. However, some are located in Austin which is close proximity to Round Rock.

Private Sector

The private sector is an important collaborator in the services and programs associated with the Consolidated Plan. The private sector brings additional resources and expertise that can be used to supplement existing services or fill gaps in the system.

Lenders, affordable housing developers, business and economic development organizations, and private sector providers offer a variety of assistance to residents such as health care, small business assistance, home loan programs, and assisted housing, among others. Some of these organizations include the Round Rock Development Corporation which has been active in purchasing affordable housing and the Small Business Development Center which provides resources to local and start up businesses.

Coordination

The City is committed to continuing its participation and coordination with federal, state, county, and local agencies, as well as with the private and non-profit sector, to serve the needs of target income individuals and families I the community.

In particular, the City will continue to work in close coordination with area service providers for the provision of services. The City will also work with the building industry to address housing needs.

Monitoring

The City of Round Rock has developed a monitoring system to ensure that the activities carried out in the Plan are done so in a timely manner in accordance with the federal monitoring requirements of 24 CFR 570.501(V) and 24 CFR 85.40 and all other applicable laws, regulations, policies, and sound management and accounting practices. The objectives of monitoring are:

- To assure that subrecipients are carrying out their program/project as described;
- To assure that subrecipients are implementing the program/project in a timely manner;
- To assure that subrecipients are assessing costs to the program/ project which are eligible under CDBG regulations and the contract;
- To assure that subrecipients are conforming with other applicable laws, regulations, and terms of the agreement;
- To assure that the program/project is operating in a manner that minimizes the opportunity for fraud, waste, and mismanagement;
- To assure that subrecipients have the capacity to carry out the approved project/ project;
- To assure that subrecipients are carrying out their program/project as described.

The City will track and report on its progress toward meeting its housing and community development goals. On an annual basis, City staff will prepare a Consolidated Annual Performance and Evaluation Report (CAPER) that summarizes progress on goals and priorities in the Consolidated Plan and Annual Action Plan.

Lead-based Paint

The majority of residential housing development in Round Rock occurred after the use of lead-based paint was banned; however, some areas of the community may have some homes with lead based paint.

With the implementation of the Minor Home Repair program, the program policy and procedures manual address compliance with the Residential Lead Based Paint Hazard Reduction Act of 1992 (Title X) and subsequent changes in September, 1999. The procedures include:

- Notification
- Identification
- Treatment (if necessary)

Specific Housing Objectives

Round Rock will continue its down payment and closing costs assistance for first time homebuyers. The Minor Home Repair Program will be used to assist families in bringing their property up to code. Priorities for home repair assistance have been established and will be implemented when there is a waiting list for future projects.

Both programs have residency requirements that will trigger repayment of loans if property sells, leases, or transfers title within the five year note period.

Needs of Public Housing

The City of Round Rock appoints a public housing tenant as a board member to the Housing Authority governing board. In addition to monthly board meetings, Housing Authority staff holds resident council meetings to get input from residents on what improvements they would like to see in their facilities.

The Lancehaven family housing development has a small playground that is maintained by the City of Round Rock. This playground will be upgraded with CDBG and matching Housing Authority funds in fiscal year 2006.

Plans to renovate the Westwood family development are being explored. This duplex project may become a two story multi family development in the future. A campaign to educate the public on public housing needs will kick off in 2006. Equipment needed for this campaign will be purchased with CDBG and matching Housing Authority funds.

Barriers to Affordable Housing

The City is committed to removing or reducing barriers to affordable housing whenever possible. Zoning standards for multifamily tracts have been amended that will allow redevelopment of existing multifamily public housing. Prior to the zoning amendment, all three public housing developments had density and acreage that did not meet the current standards. The Round Rock Housing Authority can now proceed with its plans to redevelop its properties.

HOME/ American Dream Down payment Initiative (ADDI)

Round Rock does not receive HOME/ADDI funds at this time. If these funds were available to Round Rock, they would be combined with private funds to make an investment with the Round Rock Housing Authority to maintain current affordable units and develop additional units.

The City Council amended the city's zoning ordinance regarding minimum lot size for multi-family tracts. This previous barrier to affordable housing prevented the Round Rock Development Cooperation (part of the Round Rock Housing Authority) from expanding their existing properties. The minimum 5 acre tract requirement for a multi-family development has been reduced to 1 acre. Each of the three housing authority properties is less than 5 acres.

The Round Rock Housing Authority will take the lead to outreach to residents and tenants of public housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families. Families receiving ADDI funds would take classes related to all aspects of homeownership. Housing counseling would be mandatory homebuyers. City staff and Round Rock Housing Authority staff have received certification in teaching Homebuyer Education and Financial Fitness. These certification programs were administered by the Texas Department of Housing and Community Affairs (TDHCA) and NeighborWorks America.

Specific Homeless Prevention Elements

Homeless Strategy

Though Round Rock has a very small visual homeless population, the loss of a job, a raise in rent, an eviction or domestic violence can easily lead to homelessness for many low income individuals and families. Accordingly, the City's high priority activities are concentrated on homeless prevention.

Priority Homeless Needs

With a focus on homeless prevention, the City and local service providers have identified the provision of direct assistance (e.g., food and clothing) as well as supportive services to help those potentially at risk of becoming homeless as the key priorities for homeless assistance and prevention over the five year period.

Homelessness is a regional issue and is best addressed countywide through the efforts of both Williamson and Travis Counties and local jurisdictions. Since Round Rock's emergency shelters only provide temporary facilities for displaced women and children, the City will work with area providers to address its share of the homeless need through facilities and services provided at the regional level.

Homeless Assistance Goals

A primary goal to address the issue of homelessness and homeless prevention is to encourage a range of supportive services to help those at risk of becoming homeless and those who are without shelter.

The City will continue work with service providers to address its goal and the local needs of the homeless.

Homeless Assistance and Prevention

Homeless Assistance

The City will work with service agencies to provide emergency shelters, transitional housing, and other support services that address the City's fair share of homeless need at the regional level.

Homeless Services

In order to help those who are homeless or at risk of becoming homeless, the City will assist with the provision of supportive services which may include free food and clothing, counseling, emergency housing assistance, referral, or temporary shelter.

Job Training Program

To provide better economic opportunities to target income residents, the City will assist with the provision of job training and workforce development services by improving communication within the community.

Housing Choice Voucher Homeownership

The Housing Choice (Section 8) Voucher Rental Assistance Program provides vouchers to very low and extremely low income households that are in need of housing and are potentially at risk of becoming homeless or have special needs. The City will provide down payment assistance and homeownership counseling to participants in the Round Rock Housing Authority (RRHA) voucher homeownership program.

Community Development

The following categories are identified in the 2004-2009 Consolidated Plan and are eligible for funding:

Description by Matrix Codes

01 Acquisition of Real Property 570.201(a)
02 Disposition 570.201(b)
03 Public Facilities and Improvements (General) 570.201(c)
03D Youth Centers 570.201(c)
03E Neighborhood Facilities 570.201(c)
03F Parks, Recreational Facilities 570.201(c)
03I Flood Drain Improvements 570.201(c)
03K Street Improvements 570.201(c)
03L Sidewalks 570.201(c)
03M Child Care Centers 570.201(c)
04 Clearance and Demolition 570.201(d)
05 Public Services (General) 570.201(e)
05A Senior Services 570.201(e)
05B Handicapped Services 570.201(e)
05D Youth Services 570.201(e)
05E Transportation Services 570.201(e)
05F Substance Abuse Services 570.201(e)
05G Battered and Abused Spouses 570.201(e)
05H Employment Training 570.201(e)
05I Crime Awareness 570.201(e)
05L Child Care Services 570.201(e)
05M Health Services 570.201(e)
05N Abused and Neglected Children 570.201(e)
05O Mental Health Services 570.201(e)
13 Direct Homeownership Assistance 570.201(n)
14A Rehab; Single-Unit Residential 570.202
14H Rehabilitation Administration 570.202
14I Lead-Based/Lead Hazard Test/Abate 570.202
15 Code Enforcement 570.202(c)
17D Other Commercial/Industrial Improvements 570.203(a)
21A General Program Administration 570.206
21D Fair Housing Activities (subject to 20% Admin cap) 570.206

Antipoverty Strategy

The City's anti-poverty strategy is based on attracting a range of businesses and providing workforce development including job-training services for low income residents. In addition, the City's strategy is to provide supportive services for target income residents, such as childcare services.

Planned economic development and anti-poverty programs include:

- Development of a One-Stop Center
- Job Training services
- Commercial rehabilitation
- Childcare center and services
- Homeless services

Non-homeless Special Needs (91.220 (c) and (e))

Priority housing and supportive service needs of persons who are not homeless but require supportive housing (i.e., elderly, frail elderly, persons with disabilities (mental physical, developmental) persons with alcohol or other drug addiction persons with HIV/AIDS and their families, and public housing residents are available through a limited amount of resources provided through Bluebonnet Trails MHMR, Trinity Care Nursing Home, Round Rock Housing Authority, Williamson-Burnet Counties Opportunities, and the Williamson County Health District.

Housing Opportunities for People with AIDS

Round Rock does not receive HOPWA funding. Any housing in this area for persons with HIV/AIDS is funded privately or assisted through the Interfaith Care Alliance.

Specific HOPWA Objectives

Round Rock will continue dialogs with the Interfaith Care Alliance and other local agencies who deal directly with housing issues for this target population and assist when possible with housing needs with its Minor Home Repair Program.

Other Narrative

Exception Grantee Status

The CDBG program requires that each CDBG funded activity must either principally benefit low- and moderate-income persons, aid in the prevention or elimination of slums or blight, or meet a community development need having a particular urgency

because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet that need. With respect to activities that principally benefit low- and moderate-income persons, at least 51 percent of the activity's beneficiaries must be low and moderate income.

However, in some communities, such as Round Rock, there are none or very few areas in which 51 percent of the residents are low and moderate income. For these grantees, the CDBG law authorizes an exception criterion in order for such grantees to be able to undertake area benefit activities.

For Round Rock, the low-moderate income threshold for any area benefit activity is 47.4%. Section 105(c)(2)(A)(ii) at **24 CFR 570.208(a)(1)(ii)**, identifies the methodology to calculate a grantee's "exception" threshold.